

EPA

United States
Environmental Protection Agency
Washington, DC 20460

**NOMINATION AND APPOINTMENT OF THE CONTRACTING OFFICER'S
REPRESENTATIVE (COR)**

1.a. Name of Nominee:

Rosita Clarke-Moreno

b. Title, Series, and Grade

Environmental Scientist/Remedial Project Manager
GS/1301/13

c. Mailing Address (include mail code):

Mail Code: SR-6J
77 West Jackson Blvd
Chicago, IL 60604

d. Telephone:

(312) 886-7251

EPA Region 5 Records Ctr.



274068

2. The nomination is for:

- ☐ Project Officer
☐ Deputy Project Officer
☐ Regional Project Officer
☐ Zone Project Officer
☐ Delivery Order Project Officer
☒ Work Assignment Manager
☐ Alternate _____
☐ Other _____

3. Training completed:

- a. Acquisition Training for Project Officers
(Formerly The Basic Project Officer Course)
(All Project Officers must complete.)

b. Contract Administration Course
(All CORs must complete.)

c. Recertification Course
(All CORs must complete every three years.)

Date Completed

12/93

4/12/99

4. Briefly describe the nominee's contract management experience and nominee's technical expertise in the subject matter of the contract:

Rosita Clarke has had 6 years in contract management experience with ARCs and START contracts. As a Remedial Project Manager, Rosita has managed superfund sites through the remedial design and remedial action stages.

5. The nomination is for contract number RAC Weston Contract 68-W7-0026 Work Assignment 031-ROBE-051C North Bronson, Michigan

6. I understand that COR duties are not redelegable. In the event that I am unable to continue performing my COR duties, I will contact the Contracting Officer immediately.

R. Clarke Moreno

Signature of Nominee

5/6/99

Date

7. I certify that:

- a. The nominee's contract management duties will be incorporated in his/her position description and performance standard.
b. The nominee's Standard Form 450, Confidential Financial Disclosure Report, will be filed with the cognizant Deputy Ethics Official.
c. The nominee's contract management workload will stay within his/her ability to perform satisfactorily.
d. If the nominee performs his/her contract management functions unsatisfactorily, I will notify the Contracting Officer immediately.

Sally A. [Signature]

Signature of the Nominating Official

5/6/99

Date

Sally Averill / section chief
Name/Title (Print or type)6-444-57
Telephone

Signature of the Appointing Official _____

(Contracting Officer)